



VERIFICATION REPORTING RCCI

Patti Harding

Verification Collection Report

January, 2014

Why has the Verification Summary Report changed?

- ⦿ Expiration of the form
- ⦿ Healthy Hunger-Free Kids Act of 2010 changed the Program requirement
- ⦿ Need for more data collection
- ⦿ New Name: Verification Collection Report or FNS 742

Where is Verification data used?

- ⦿ State agency's direct certification rate
- ⦿ Non-Response Rate
- ⦿ Office of Policy Support (OPS) studies

Roles in the Verification Process

- ⦿ The RCCI, State Agency(SA), and FNS all have key roles in the process
- ⦿ RCCI – responsible for verification activities
- ⦿ SA – aggregates data and submits to FNS
- ⦿ FNS-analyzes data and submits a Report to Congress

Key Verification Dates

February 1: RCCIs report verification results to the
SA **by February 1, 2014**



AN OVERVIEW OF THE CHANGES TO THE VERIFICATION COLLECTION REPORT

A brief overview of the changes.

- ⦿ Report has 5 separate sections
- ⦿ RCCIs participating in the NSLP must complete the new form
- ⦿ RCCI's using Provision claiming must complete Section 2 of the FNS-742 report

5 Sections of new Verification Collection Report

- ◎ Section 1: Total number of schools, RCCIs, and enrolled students
- ◎ Section 2: RCCIs with alternate provisions
- ◎ Section 3: Students approved free but not subject to verification
- ◎ Section 4: Students approved Free/Reduced via household application
- ◎ Section 5: Verification Results



A REVIEW OF VERIFICATION COLLECTION REPORT

General Information

SFA Verification Collection Report For School Year: 2013 - 2014

12348603 County: Tama
Willow Juvenile Home Sch

General Information

Type of Organization: State Residential Child Care Institution (RCCI)

Verification Contact Information

- | | Salutation | First Name | Last Name |
|-------------------|--|--|--|
| 1. Name: | <input type="text" value="v"/> | <input type="text" value="Diane"/> | <input type="text" value="Reed"/> |
| 2. Email Address: | <input type="text" value="dreed@dhs.state.ia.us"/> | | |
| 3. Phone: | <input type="text" value="(641) 484-2560"/> | Ext: <input type="text" value="2231"/> | Fax: <input type="text" value="(641) 484-2816"/> |
| 4. Title: | <input type="text" value="Cook II"/> | | |

Due Date: February 1, 2014

Instructions

Instructions

ANNUALLY, each SFA, including ALL RCCIs, with schools operating the National School Lunch Program (NSLP) and/or School Breakfast Program (SBP) must report verification information. All SFA's, including SFAs with all schools exempt from verification requirements, must complete applicable sections.

NOTE: SFAs that are Special Milk Only are exempt from filing a SFA Verification Collection Report.

A dramatic seascape with a dark, stormy sky and a bright light source on the horizon. The sky is filled with dark, swirling clouds, and a bright light source, possibly the sun or moon, is visible on the horizon, creating a strong lens flare effect. The water is dark and choppy, reflecting the light from the horizon. The overall mood is mysterious and intense.

SECTION 1

Section 1: Total Schools, RCCIs, and Enrolled Students

Section 1 - Total Schools, Residential Child Care Institutions (RCCIs), and Enrolled Students

All SFAs must report Section 1. Report schools or institutions operating the NSLP and/or SBP as of the **last operating day in October**.

	A. Number of Schools OR Institutions	B. Number of Students
1-1 Total schools (Do not include RCCIs):	<input type="text"/>	<input type="text"/>
1-2 Total RCCIs (Do not include schools counted in 1-1):	<input type="text"/>	<input type="text"/>
1-2a RCCIs with day students (Report ONLY day students in 1-2aB):	<input type="text"/>	<input type="text"/>
1-2b RCCIs with NO day students:	<input type="text"/>	<input type="text"/>

Section 1: Total Schools, RCCIs, and Enrolled Students

Section 1 - Total Schools, Residential Child Care Institutions (RCCIs), and Enrolled Students

All SFAs must report Section 1. Report schools or institutions operating the NSLP and/or SBP as of the **last operating day in October**.

	A. Number of Schools OR Institutions	B. Number of Students
1-1 Total schools (Do not include RCCIs):		
1-2 Total RCCIs (Do not include schools counted in 1-1):	5	265
1-2a RCCIs with day students (Report ONLY day students in 1-2aB):	4	100
1-2b RCCIs with NO day students:	1	25

RCCI	Day Students	Residential Students	All Students
1	50	10	60
2		25	25
3	30	30	60
4	5	100	105
5	15		15
Total	100		265



SECTION 2

Section 2: RCCIs operating alternate provisions

Section 2 - SFAs with schools operating alternate provisions

Only SFAs with alternative provisions must report Section 2. Report schools or institutions operating the NSLP and/or SBP as of the **last operating day in October**.

	A. Number of Schools AND Institutions	B. Number of Students
2-1 Operating Provision 2/3 in a BASE year for NSLP and SBP:	<input type="text"/>	<input type="text"/>
2-2 Operating Provision 2/3 in a NON BASE year for NSLP and SBP:	<input type="text"/>	<input type="text"/>
2-2a Provision 2/3 students reported as FREE in a NON BASE year:		<input type="text"/>
2-2b Provision 2/3 students reported as REDUCED PRICE in a NON BASE year:		<input type="text"/>
2-3 Operating the Community Eligibility Option (CEP):	<input type="text"/>	<input type="text"/>
2-4 Operating other alternatives for NSLP and SBP:	<input type="text"/>	<input type="text"/>
2-5 Operating an alternate provision(s) for only SBP or only NSLP:	<input type="text"/>	<input type="text"/>

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SECTION 3

Section 3: Students approved as FREE eligible NOT subject to verification


Section 3 - Students approved as FREE eligible NOT subject to verification

All SFAs must report Section 3 or check box 3-1 if applicable. Report students approved FREE eligible as of the **last operating day in October**.

3-1 Check the box only if all schools and/or RCCIs in the SFA were not required to perform direct certification **with SNAP** (i.e. NON BASE year Provision 2/3 for all schools)

☐

Section 3: Students approved as FREE eligible NOT subject to verification

	 B. Number of FREE Students
3-2 Students directly certified through Supplemental Nutrition Assistance Program (SNAP): Do <u>not</u> include students certified with SNAP through the letter method.	<input type="text"/>
3-3 Students directly certified through other programs: Include those directly certified through Temporary Assistance for Needy Families (TANF), Food Distribution Program on Indian Reservations (FDPIR), or Medicaid (if applicable); those documented as homeless, migrant, runaway, foster, Head Start, Pre-K Even Start, or non-applicant but approved by local officials. DO NOT include SNAP students already reported in 3-2.	<input type="text"/>
3-4 Students certified categorically FREE eligible through SNAP letter method. Include students certified for free meals through the family providing a letter from the SNAP agency.	<input type="text"/>




SECTION 4

Section 4: Students approved as FREE or REDUCED PRICE eligible through a household application

Section 4 - Students approved as FREE or REDUCED PRICE eligible through a household application

ALL SFA collecting applications must report Section 4. Report number of applications (A) approved as October 1st. Report number of students (B) as of the last operating day in October.

	 A. Number of Applications	B. Number of Students
4-1 Approved as categorically FREE Eligible. Based on those providing documentation (e.g. a case number for SNAP, TANF, FDPIR on an application)	0	0
4-2 Approved as FREE eligible. Based on household size and income information.	0	0
4-3 Approved as REDUCED PRICE eligible. Based on household size and income information.	0	0

- 4-1 **Approved as categorically FREE Eligible.** Based on those providing documentation (e.g. a case number for SNAP, TANF, FDPIR on an application)
- 4-2 **Approved as FREE eligible.** Based on household size and income information.
- 4-3 **Approved as REDUCED PRICE eligible.** Based on household size and income information.

A. Number of Applications	B. Number of Students
3	3
1	1
0	0

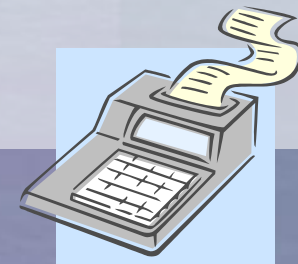


TOTALS

T-1 and T-2 – what does it mean?

T-1	Total FREE Eligible Students Reported	4
T-2	Total REDUCED PRICE Eligible Students Reported	0

- ◎ T-1 and T-2 = Total FREE and REDUCED PRICE eligible students reported





SECTION 5

Section 5-1: Exempt from Verification

Section 5

ALL SFAs must report Section 5 or check box 5-1 if applicable

5-1 Check the box if ALL schools and/or RCCIs are exempt from verification.
If 5-1 is checked, no further reporting in Section 5 is required.



Section 5-2: Verification Completed

5-2 Was verification performed and completed?

- ☐ Yes, completed by November 15th
- ☐ Yes, completed after November 15th
- ☐ No, verification was NOT performed or the process was not completed

Section 5-3: Type of Verification

5-3 Type of Verification process used:

- ☐ Standard (Lesser of 3% or 3,000 error-prone)
- ☐ Alternate one (Lesser of 3% or 3,000 selected randomly)
- ☐ Alternate two (Lesser of 1% or 1,000 error prone applications PLUS lesser of one-half of one percent or 500 applications with SNAP/TANF/FDPIR case numbers)

Section 5-4: Error Prone Applications

5-4 Total ERROR PRONE applications: Report all applications as of October 1st considered error prone.

Section 5-5: Applications Selected For Verification


5-5 Number of applications selected for verification sample:

Section 5-6 and 5-7: Direct Verification Results

ALL SFAs must report 5-7 or check box 5-6 if applicable.

5-6	Check the box if direct verification was not conducted in the SFA, (i.e. not one of the schools and/or RCCIs in the SFA performed direct verification). If 5-6 is checked, skip 5-7.	<input type="checkbox"/>
		A. Number of Applications B. Number of Students
5-7	Confirmed through direct verification: Report if FREE and/or REDUCED PRICE eligibility is confirmed through direct verification with SNAP/TANF/FDPIR/MEDICAID as of November 15th.	<input type="text"/> <input type="text"/>

5-6	Check the box if direct verification was not conducted in the SFA, (i.e. not one of the schools and/or RCCIs in the SFA performed direct verification). If 5-6 is checked, skip 5-7.	<input checked="" type="checkbox"/>
		A. Number of Applications B. Number of Students
5-7	Confirmed through direct verification: Report if FREE and/or REDUCED PRICE eligibility is confirmed through direct verification with SNAP/TANF/FDPIR/MEDICAID as of November 15th.	<input type="text"/> <input type="text"/>



Section 5-8: Results of Verification by Original Benefit Type

5-8 Results of Verification by Original Benefit Type

For each original benefit type (A, B, & C), report the number of applications and students as of November 15th for each result category (1, 2, 3, & 4). Do NOT include students and applications already reported in 5-7A or 5-7B.

Result Category	A. FREE-Categorically Eligible Certified as FREE based on SNAP/TANF/FDPIR documentation (e.g. case number) on application		B. FREE-Income Certified as FREE based on income/household size application		C. REDUCED PRICE-Income Certified as REDUCED PRICE based on income/household size application	
	a. Applications	b. Students	a. Applications	b. Students	a. Applications	b. Students
1. Responded, NO CHANGE:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. Responded, Changed to REDUCED PRICE / FREE:	REDUCED PRICE		REDUCED PRICE		FREE	
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. Responded, Changed to PAID:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4. NOT Responded, Changed to PAID:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Responded vs. Not Responded

Responded Means:

The household provided sufficient documentation.

This includes verbal or written notification that the household declines benefits.

Not Responded Means:

The household did not provide sufficient documentation or the household did not provide a response.

Section 5-8: Results of Verification by Original Benefit Type –Example 1

Result Category	A. FREE-Categorically Eligible Certified as FREE based on SNAP/TANF/FDPIR documentation (e.g. case number) on application		B. FREE-Income Certified as FREE based on income/household size application		C. REDUCED PRICE-Income Certified as REDUCED PRICE based on income/household size application	
	a. Applications	b. Students	a. Applications	b. Students	a. Applications	b. Students
1. Responded, NO CHANGE:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="3"/>	<input type="text" value="5"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
2. Responded, Changed to REDUCED PRICE / FREE:	REDUCED PRICE <input type="text" value="0"/> <input type="text" value="0"/>		REDUCED PRICE <input type="text" value="0"/> <input type="text" value="0"/>		FREE <input type="text" value="0"/> <input type="text" value="0"/>	
3. Responded, Changed to PAID:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
4. NOT Responded, Changed to PAID:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="1"/>	<input type="text" value="3"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Section 5-8: Results of Verification by Original Benefit Type –Example 2

Result Category	A. FREE-Categorically Eligible Certified as FREE based on SNAP/TANF/FDPIR documentation (e.g. case number) on application		B. FREE-Income Certified as FREE based on income/household size application		C. REDUCED PRICE-Income Certified as REDUCED PRICE based on income/household size application	
	a. Applications	b. Students	a. Applications	b. Students	a. Applications	b. Students
1. Responded, NO CHANGE:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
2. Responded, Changed to REDUCED PRICE / FREE:	REDUCED PRICE <input type="text" value="0"/> <input type="text" value="0"/>		REDUCED PRICE <input type="text" value="0"/> <input type="text" value="0"/>		FREE <input type="text" value="0"/> <input type="text" value="0"/>	
3. Responded, Changed to PAID:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="2"/>	<input type="text" value="5"/>
4. NOT Responded, Changed to PAID:	<input type="text" value="1"/>	<input type="text" value="3"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>



VERIFICATION FOR CAUSE

Applications Verified for Cause

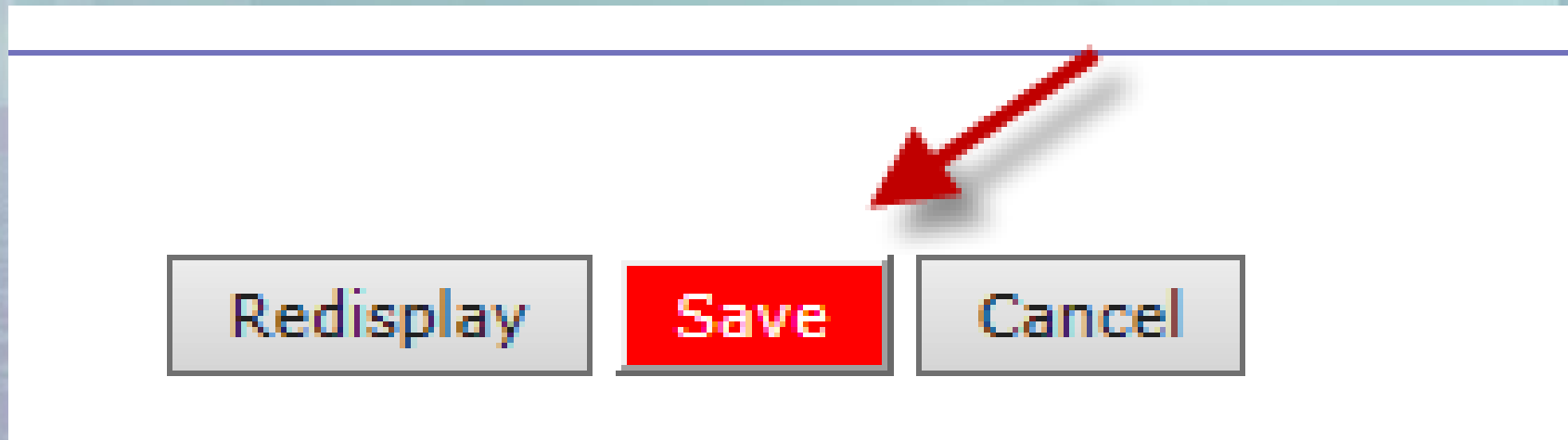
VC-1 Total questionable applications verified for cause (Enter "N/A" if not applicable): Report the number of applications as of November 15th verified for cause in addition to the verification requirement.

- VC-1: Report the total number of household applications verified for cause, as of Nov. 15th, if applicable;
- These applications are outside the standard verification process; i.e., they are NOT considered part of the required sample size;

Applications Verified for Cause

- Verification results based on applications reported in **question 5-8** should include both the results of verification from the verification process AND the results from any applications verified for cause reported in **VC-1**.

Saving the Verification Collection Report



Processed Messages and Finish

SFA Verification Collection Report For School Year: 2013 - 2014

The Verification Report has been processed.

Created By: 1AR34200000 on 12/19/2013 9:34:29 AM Modified By: 1AR34200000 on 12/19/2013

Edit

Finish



Processed Messages and Finish

SFA Verification Collection Report For School Year: 2013 - 2014

The Verification Report has been **processed with warnings.**

Created By: 1AR34200000 on 12/19/2013 9:34:29 AM Modified By: 1AR34200000 on 12/19/2013 9:37:26 AM



Edit

Finish

Error Message

Code	Warning Description
15155	Section 5 - Number of applications selected for verification sample does not meet minimum requirement.

Processed Messages and Finish

SFA Verification Collection Report For School Year: 2013 - 2014

The Verification Report has been **processed with errors.**

Information entered is either incomplete or is not in compliance with the Department of Education - rules and regulations. All errors listed on the form must be corrected before the Verification Report can be processed. You may correct the errors now by clicking 'Edit' or you may return to the Verification Report later.

Created By: 1AR34200000 on 12/19/2013 9:34:29 AM Modified By: 1AR34200000 on 12/19/2013 9:49:06 AM



Edit

Finish

Error Message

Code	Error Description
15160	Results of Verification - 5.5 Number of Applications selected for verification sample must equal sum of Applications in Section 5-7 + Section 5-8.

Resources:

- ◎ For assistance:
 - Contact your area consultant
 - Deb Linderblood at Deb.Linderblood@iowa.gov
 - Patti Harding at Patti.Harding@iowa.gov

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QUESTIONS?????